
Historic Landmarks Commission (HLC)

Building Plaque Application



Applicant Name: _____

Building Address: _____

Building Name: _____

Current Owner: _____

Street: _____ Phone: _____

City: _____ State: _____ Zip: _____

Original Owner: _____

Date of Construction: _____ Architect: _____ Builder: _____

Check if attached:

Statement of Value

Please review the criteria on page 3. The HLC uses these criteria to review your application and award a plaque. Attach an explanation of the historical and architectural value of the building. Attach photocopies of relevant materials, such as copies of Sanborn maps, original property deeds, and City directory listings. The HLC will not consider applications without this information.

Building Alterations

Describe any alterations to the exterior of the building, including dates. Attach descriptions to the application.

Photograph

Include a recent photograph in which the building is clearly visible. Additional photographs depicting a close-up and details of decorative features are helpful.

Stipulations:

- If the building is not awarded a plaque, the \$50.00 application fee will be refunded. This application and submitted materials shall be retained by the City as part of the permanent record of the building.
- The HLC has the authority to edit and publish the information submitted in the application. This does not prohibit others from using this information.
- When awarded, the plaque will remain property of the City and cannot be altered or removed from the building. It is the City's responsibility to replace the plaque if and when the situation warrants.
- Owner agrees to maintain the structure in a manner consistent with this application and in the event the property is not maintained, the city may remove the plaque.
- In addition to agreeing to the above stipulations, the undersigned attests that the information provided is to the best of his/her knowledge, accurate.

Owner's Signature _____ Date _____

Applicant's Signature _____ Date _____